

PHYSICIAN INFORMATION BULLETIN # 13

ELECTRONIC SUBMISSION TABLES 1, 2, & 3 OF UNCOMPENSATED CARE APPLICATION

MHCC encourages trauma physicians to complete Tables 1, 2, & 3 of the Uncompensated Care Application using an Excel spreadsheet.

Physician practices can submit Tables 1, 2, & 3 of the Uncompensated Care Application using either paper or an Excel spreadsheet. MHCC recommends that the billing manager or staff use an Excel spreadsheet rather than completing Tables 1, 2, & 3 on paper. An Excel spreadsheet decreases the amount of time it takes to complete the tables, reduces the potential for errors in data entry, and provides a record of the

application that practices can store electronically. Physician practices are requested to save the Excel spreadsheet on a floppy or compact disk, and submit the disk with the Electronic Submission version of the Uncompensated Care Application to MHCC. The Uncompensated Care Application and Excel spreadsheet are both located on MHCC's Web site at http://mhcc.maryland.gov/trauma_fund/trauma.htm

ILLUSTRATION

Dr. Smith is an orthopedic surgeon at a Level III trauma center. Dr. Smith has treated a number of uncompensated care patients in the trauma center and plans to submit an application to the Fund.

Dr. Smith's billing manager enters all the trauma services provided to uncompensated care patients on an Excel spreadsheet, saving this spreadsheet to a floppy disk. After completing the Electronic Submission version of the Uncompensated Care Application, the billing manager submits both the Uncompensated Care Application and the floppy disk together to MHCC.

Current News

- ◆ MHCC has scheduled two statewide trauma physician education sessions. The sessions will update participants on changes in the application process, review the Fund's current status, review recommendations for expanding participation in the Fund, and answer questions regarding the January 2006 submission. The sessions are scheduled for:
 - December 14, 2005 at Robinwood Medical Center in Hagerstown, Maryland, 12:30pm – 2:30pm
 - January 4, 2006 at Peninsula Regional Medical Center in Salisbury, Maryland, 1pm – 3pm
- ◆ The deadline for submitting the next Uncompensated Care and On-Call Applications is January 31, 2006.